



COMDTINST 5090.5B

COMMANDANT INSTRUCTION 5090.5B

OCT - 1 2001

Subj: ENVIRONMENTAL AWARDS PROGRAM

Ref: (a) Commanding Officer's Environmental Guide, COMDTPUB P5090.1A

1. PURPOSE. This Instruction establishes revised categories (enclosure 2) for the Coast Guard awards program to recognize significant environmental management contributions by Coast Guard units, individuals, and teams, afloat and ashore (enclosure 1).
2. ACTION. Area and district commanders, commanders of maintenance and logistics commands, commanding officers of headquarters units, assistant commandants for directorates, Chief Counsel, and special staff offices at Headquarters shall ensure that the procedures of this Instruction are followed when originating or endorsing the nomination of deserving units and individuals/teams for environmental achievements.
3. DIRECTIVES AFFECTED. Pollution Prevention Awards Program, COMDTINST 5090.5A, is canceled.
4. DISCUSSION. The Coast Guard is not only committed to a proactive environmental management program which fully supports compliance with environmental laws and regulations, but also a program that excels and results in tangible and measurable benefits to our natural environment. Many individuals and units, ashore and afloat, are implementing outstanding environmental initiatives through their own endeavors, education, experience, and motivation. As reflected in the changed name, this awards program recognizes those units and individuals that demonstrate "areas of excellence" in their dedication to environmental programs. An excellent program overall would include most or all of the categories in enclosure (2). However, a nomination need only address one of the categories in depth. We

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	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q	r	s	t	u	v	w	x	y	z
A	1	1	1		1	1	1	1	1	1		1	1	1	1	1	1	1	1		1					
B		8	*20	1	1	3	1	1	1	1	1	1	1	1	1	1		1	1	1	1		1		1	1
C	1	1		1	1	1	2		1		1	1			1		1					1	1	1		
D	1	1	1	1	1				1									1		1						
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also realize this is not an inclusive list. These "areas of excellence" are provided to stimulate nominees to consider their entire range of environmental endeavors. Nominations that go beyond these brief descriptions will also be considered during the judging process.

5. **RECOGNITION**. The winners will be recognized each year by G-S, the Operating Administration Environmental Executive.
6. **COMMANDING OFFICER'S ENVIRONMENTAL RESPONSIBILITY**. Reference (a) is the CO's Environmental Guide, which is derived directly from the Commandant's Environmental Stewardship Challenge (ESC). The ESC emphasizes recognition of CG environmental stewardship responsibilities, and the importance of complying with applicable regulations. The CO's Guide clarifies and explains those responsibilities.
7. **PROCEDURES**. The environmental awards program annually recognizes Coast Guard afloat and ashore units and individuals/teams who have made significant achievements in at least one of the following categories: Source Reduction, Affirmative Procurement, Recycling, Natural Resources Protection and Management, Pollution Prevention, Compliance, Environmental Planning (e.g. NEPA), Historic and Cultural Resources Management, Prevention/Remediation of Environmental Damage, and Overall Environmental Excellence. Enclosure (2) provides examples of significant environmental management activities (areas of excellence). Each written narrative must provide: (1) A statement of the problem or issue; (2) action(s) taken; and (3) benefits produced. The nomination package will consist of a cover letter, category(s) addressed, a narrative description, and the appropriate form for unit or individual/team nominations [enclosures (3) or (4)]. A nomination can cover portions of several categories or a single specific category in depth (i.e. affirmative procurement). All nomination packages for a given fiscal year must be received by Commandant (G-SEC-3) via the chain of command by 1 November. These nominations may also be submitted to DOT for their Environmental Achievement Award in December, and possibly for the White House Closing the Circle Award in January. Nominations will be evaluated by a subcommittee formed by the Coast Guard Headquarters Environmental Management Board (EMB). Winners will be selected by a simple majority. Units and individuals/teams chosen for the awards will be announced by ALCOAST by 15 January. For examples of winning nominations from last year, please contact Ken Malmberg (G-SEC-3), at (202) 267-6214.



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ASSISTANT COMMANDANT FOR SYSTEMS  
"CHIEF ENGINEER"

- Encl: (1) Award Classifications  
(2) Examples of Significant Environmental Management Activities  
(3) Nomination Format for the Unit Award  
(4) Nomination Format for the Individual/Team Award

### Award Classifications

LARGE UNIT	(1) AFLOAT/ASHORE
SMALL UNIT	(1) AFLOAT/ASHORE
(2) INDIVIDUAL	
(2) TEAM	

- (1) Afloat and ashore units shall be listed according to the following criteria:
  - a. Ashore: Describe the mission, no. of personnel, total acreage, and the environmental, geographical, and community setting of the nominee.
  - b. Afloat: Describe the ship's mission, crew size, and homeport.
  
- (2) Individuals or teams shall be listed according to the following criteria:
  - a. List the individual's, or each team member's, name, title or position, and employing organization.
  - b. Describe the nominee's major duties and responsibilities.

## **Examples of Significant Environmental Management Activities (Areas of Excellence)**

### **SOURCE REDUCTION**

- Significant reduction in usage; i.e. substitution of non-chlorinated solvents, reduced air emissions
- Improved inventory and materials management; i.e. Hazmin Center (aka pharmacy)
- Process improvement; i.e. efforts to reduce the solid waste stream
- Education and outreach such as promoting unit and local awareness, and facilitating reduced emissions and usage through partnerships with tenant or host, industry, or the community

### **RECYCLING**

- Innovative & Proactive Recycling Beyond the QRP
- Proactive Recycling Without a QRP
- Education and outreach

### **AFFIRMATIVE PROCUREMENT**

- Procurement of recovered-content EPA designated products
- Procurement of environmentally preferable products (i.e., "green" products that are not EPA designated items, including bio-based products)
- Use of innovative environmental procurement techniques

### **NATURAL RESOURCES PROTECTION AND MANAGEMENT**

- Demonstrated environmental stewardship i.e. performing environmental planning for action pursuant to guidance
- Timely response to environmental issues affecting natural resources; i.e. limiting disturbance to land mass, wetlands and aquatic environs; using good/best management practices
- Education and outreach such as assisting other units, promoting local awareness, facilitating partnerships with industry and the community

### **POLLUTION PREVENTION**

- Process improvement; i.e. Establish a HAZMIN Center (Pharmacy) to reduce procurement, use, & inventory of HAZMATs, Early acquisition planning, Improved HAZWASTE management
- Ensure continuous compliance with federal, state and local requirements
- Education and outreach: i.e. promoting unit and local awareness and facilitating prevention through training

### **COMPLIANCE**

- Demonstrated method of achieving/maintaining compliance with applicable Federal & state environmental requirements
- Proven decision making and management commitment that anticipates environmental risk or impact on operational needs, i.e. future emission limitations (i.e. proposed diesel emission standards)
- Education and outreach; i.e. promote unit and local awareness by training personnel in observing and understanding differences between compliance and noncompliance, such as opacity of plumes

### **NATIONAL ENVIRONMENTAL POLICY ACT (NEPA)**

- Planning - NEPA incorporated early and well into planning processes, flexibility in approach demonstrated, innovations, streamlining of process while preserving central elements
- Analysis of proposals, decision-making well-executed for each proposal
- Implementation -
  - Coordination with stakeholders, e.g., trainers/operators, responsible for the nominee's mission
  - Contributed to the successful execution of the nominee's mission, cost reductions, time savings
  - Documentation contains editorial excellence, brevity and readability
  - Controls incorporated to monitor environmental effects of proposed action and mitigation measures adopted
- Education & Outreach -
  - Direct participation in HQ/regional level training on NEPA

## **Examples of Significant Environmental Management Activities (Areas of Excellence) (Cont.)**

- Up to date on changes/revisions to NEPA, sharing of information throughout AOR where applicable
- Demonstrated excellent interaction with the surrounding community, other Federal/state/local governmental agencies, Indian tribes, and public
- Established volunteer and partnership programs
- Developed public and in-house education programs
- Public access promoted

### **PREVENTION AND REMEDY OF ENVIRONMENTAL DAMAGE**

- Control source of damage, recover maximum quantity of material spilled, ensure facility response plans and/or SPCC plans are fully implemented
- Set up at optimal shore locations, position boats optimally to maximize recovery rate, minimize ecological damage, innovative actions taken
- Promote unit awareness, both ashore and afloat, and facilitate preparation and response through partnerships with industry
- Help community prepare to respond to a spill in their area, keep community aware and informed

### **HISTORIC AND CULTURAL RESOURCE MANAGEMENT**

- Considerable improvement demonstrated during the period under consideration
- Demonstrated appropriate management structure in place (including sufficient personnel) to effectively manage the program
- Effective coordination with other external and internal stakeholders
- Compliance with all applicable statutes and regulations and early planning requirements
- Sound historic and cultural resource management techniques used
- Innovative, new techniques and good judgment used
- Effective in protecting, enhancing, and/or restoring the historic/cultural environment
- Good coordination with individuals, e.g., trainers and operators, responsible for the nominee's mission
- Contributed to the successful execution of the nominee's mission, cost reductions, time savings
- Identified and developed effective "mitigation measures" as necessary
- Demonstrated excellent interaction with the surrounding community, other Federal/state/local governmental agencies, Indian tribes, and public, established volunteer and partnership programs
- Developed public and in-house education programs
- Public access promoted

### **OVERALL ENVIRONMENTAL EXCELLENCE**

- Qualitative and quantitative environmental improvements not entirely covered by 9 categories listed above
- Unique improvements showing distinctive program management and consistent excellence
- Education and outreach
- Thorough, complete, and consistent demonstrated excellence regarding all aspects of natural resources, setting the stage for future excellence. Conduct noise abatement, risk management, validation of innovative cleanup technologies, integrated pest management, and other innovative practices useful to the Coast Guard
- A proactive Environmental Management System proceeding toward certification under ISO 14001
- Ecosystem, land use, fish and wildlife concerns that may not be required but which set a distinct and separate standard for overall environmental excellence
- Promote and sustain unit awareness, both ashore and afloat, and facilitate preparation and performance through partnerships with industry. A commitment to preventing pollution that incorporates local community concerns into Coast Guard activities

**ENVIRONMENTAL AWARD NOMINATION****Format for the Unit Award**

(Attach to cover letter forwarded via Chain of Command)

<b>Unit Size Classification:</b>	1. If shore unit has O-6 (Captain) as CO=Large Unit. Others are Small Units. Large units afloat-Those units whose commanding officer billet is O-5 and O-6 (this will include WMECs, WHECs, WAGBs). Small units afloat-Those units whose commanding officer/OIC billet is O-4 and below (this covers everything else).		
Please circle Large or Small. All large units must submit documentation concerning threshold toxic substance and/or hazardous waste volumes.		SMALL	LARGE

Nominated Unit: Name (inc. vessel no): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone/Fax: ( ) \_\_\_\_\_ / ( ) \_\_\_\_\_

Nominator (CO): Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone/Fax: ( ) \_\_\_\_\_ / ( ) \_\_\_\_\_

1. Use a maximum of three (3) additional typewritten pages to explain your accomplishments in relevant "areas of excellence" in enc. (2).

**ENVIRONMENTAL AWARD NOMINATION**  
**Format for the Individual/Team Award**  
(Attach to cover letter forwarded via Chain of Command)

Nominated Individual/ Team	Name:	_____
	Address:	_____
	City, State, Zip:	_____
	Phone/Fax:	(    )                                  / (    )
Nominator (CO):	Name:	_____
	Address:	_____
	City, State, Zip:	_____
	Phone/Fax:	(    )                                  / (    )

1. Use a maximum of three (3) additional typewritten pages to explain accomplishments in "areas of excellence" in enc. (2).